

## DEVELOPMENTAL ASSISTANT #016

CUPE 2357 – Level 5

### **CORE FUNCTION:**

Under the direction of the school principal and the instructional supervision of the classroom teacher, the Developmental Assistant is responsible (as a team member) for assisting with the planning and implementation of programs for students who are dependently handicapped; implements programs to develop gross and fine motor skills, communication, behaviour, integration and socialization and assists in evaluating progress; and assists with general school activities.

### **MAIN DUTIES:**

Planning and implementation of programs:

- positions students effectively for each exercise/activity to develop fine and gross motor skills, ensuring the safety and comfort of the student (and that proper lifting techniques are followed)
- prompts and encourages participation in various cognitive exercises using methods and tools, as required by the student's needs
- initiates physical activity through leading activities (ex. horseback riding, swimming) and through basic exercises using aids (ex. walkers, therapy balls, etc.)
- aids in personal care activities such as toileting, feeding, grooming
- performs shallow suctioning
- performs catheterization
- dispenses medication, in accordance with Board policy
- encourages communication and socialization through individual and group participation activities
- uses a variety of techniques and equipment to aid in the communication skills of the students (ex. sign language, pic symbols, computers, etc.)
- consults with parents, guardians, therapists, etc. to develop and assess communication programs
- develops/assesses behavioural strategies for inappropriate behaviours
- modifies curriculum and materials to incorporate students' IEP expectations into the inclusion process

Assists in evaluating student progress:

- assesses each student through observations, video, data and in consultation with others
- evaluates programs and provides feedback
- collaborates with team members in the preparing of IEP's and IPRC's

- meets with therapists and consultants to obtain direction/guidance concerning program exercises
- participates in staff meetings

Assists with student integration:

- involves students in all aspects of school activities, outings, assemblies, etc.
- includes DH students in the life of the school
- collaborates with team members to develop integration plans
- writes in daily communication books

General school activities:

- fulfills scheduled requirements for bus duty, lunch room and hallway monitoring and recess supervision for developmentally handicapped students and the general school population, as required
- involves students in the community through outings and work experience

Performs other duties as assigned by the supervisor.

#### **SUPERVISION OF STAFF:**

There is no supervisory responsibility.

#### **QUALIFICATIONS:**

- Developmental Services Worker diploma, Nursing, Health Sciences or an equivalent program
- 2 years of related experience
- First Aid and CPR
- Ability to work as a team member
- Initiative and commitment
- Good writing and communication skills

Individuals who possess an equivalent combination of education and experience may also be considered.